

WILLMAR CITY COUNCIL PROCEEDINGS
BOARD ROOM
HEALTH AND HUMAN SERVICES BUILDING
WILLMAR, MINNESOTA

June 17, 2019
7:00 p.m.

The regular meeting of the Willmar City Council was called to order by the Honorable Mayor Marv Calvin. Members present on a roll call were Mayor Marv Calvin, Council Members Rick Fagerlie, Kathy Schwantes, Vicki Davis, Fernando Alvarado, Julie Asmus, and Audrey Nelsen. Present 7, Absent 2. Council Members Shawn Mueske and Andrew Plowman were excused from the meeting.

Also present were City Administrator Ike Holland, Interim City Administrator Brian Gramentz, Police Chief Jim Felt, Finance Director Steve Okins, Park and Recreation Director Rob Baumgarn, Planning and Development Services Director David Ramstad, Human Resource Director Samantha Beckman, City Clerk Judy Thompson, City Attorney Robert Scott, Public Works Superintendent Gary Manzer, and Environmental Specialist Sara Sietsema.

There were no additions or deletions to the agenda.

Council Member Fagerlie moved to approve the agenda as presented. Council Member Nelsen seconded the motion which carried.

City Clerk Judy Thompson reviewed the consent agenda.

- A. City Council Minutes of June 3, 2019
- B. Willmar Municipal Utilities Board Minutes of June 10, 2019
- C. Planning Commission Minutes of June 5, 2019
- D. Accounts Payable Report May 30 through June 12, 2019
- E. Application for Appointment to Planning Commission – Rhonda Otteson
- F. Monthly Building Report for May, 2019
- G. Invest in Willmar Board Meeting Summary of May 22, 2019
- H. Charter Commission Minutes of August 28, 2018

Council Member Fagerlie offered a motion to approve the Consent Agenda. Council Member Nelsen seconded the motion which carried.

City Administrator Ike Holland introduced Interim City Administrator Brian Gramentz to the Mayor and Council. Mr. Gramentz stated he is looking forward to meeting everyone and hoping for a positive experience in Willmar.

Mayor Calvin recognized Willmar Fests Chairman James Miller who thanked the City Council and staff for their help and support and extended invitations to the events scheduled for the 74th annual community celebration. Again this year, the flag raising ceremony to kick off Willmar Fests will be held at Selvig Park at 8:00 a.m. on Wednesday, June 19th. He acknowledged the many great sponsors who make this celebration happen. He touched on the many events of the festival to include the Jaycees Block Party on Thursday, June 20th at 4:00 p.m., the Grand Day Parade on Saturday, June 22nd at 10:30 a.m., coronation at 3:00 p.m. followed by the Beach Party, Little Crow Ski Show, concert with Jonah and the Whales, and the “Works Over Water” Fireworks Show at 10:00 p.m.

Mr. Miller then introduced the current 2019 Willmar Fests Royalty: Queen of Festivals Leslie Alvarez, Aqua Princess Carly Hulstein, and International Princess Staci Banks. The royalty thanked the Mayor and Council for their past support and gave a presentation of some events they had attended as representatives of Willmar. Mayor Calvin thanked them for their commitment as Ambassadors for the City and for their attendance at numerous parades and city celebrations.

There was no one present to speak during the Open Forum.

At 7:16 p.m. Mayor Calvin opened the public hearing for the Assessment Hearing for the 2019 Street and Other Improvements. Public Works Superintendent Gary Manzer reviewed and explained the proposed assessments. Funding sources for the 2019 Improvement Projects include monies from municipal state aid and local funding. The property owner assessments proposed will contribute a portion of the financing required. The estimated cost for the 2019 Improvement Projects is \$4,944,974.56.

Barbara Weis, 1022 15th Street Southwest, Willmar, addressed the Mayor and Council with questions and objections regarding the improvements proposed for 15th Street Southwest, and concerns about payment of the project.

Doug Zondervan, 1704 19th Avenue Southwest, Willmar, addressed the Mayor and Council with questions and objections regarding the improvements proposed for 19th Avenue Southwest and the assessment process.

Oscar Oakes, 1300 Highway 12 Southeast, Willmar, addressed the Mayor and Council with questions and objections regarding the assessment amount proposed for his commercial property.

Jeff Liebl, 409 14th Street Southeast, Willmar, addressed the Mayor and Council with concerns about the effects of the proposed project for 14th Street Southeast regarding stormwater drainage in that area. Mayor Calvin directed staff to draft a letter addressing Mr. Liebl's concerns.

Earl Swenson, 720 15th Street Southwest, Willmar, addressed the Mayor and Council with concerns regarding the assessments proposed for 15th Street Southwest and the distribution of tax dollars.

Michelle Moratzke, 508 13th Street Southeast, Willmar, addressed the Mayor and Council in support of the improvements proposed for 13th Street Southeast.

Mayor Calvin read a letter from Manville and Darlene Estwick, 801 19th Avenue Southwest, Willmar, regarding their objection to the proposed cost of improvements for 19th Avenue Southwest.

Mayor Calvin read a letter from Carol Gilbertson, vacant commercial lot – no address, Willmar, regarding her objection to the assessment amount proposed for her vacant commercial property along Civic Center Drive.

There being no others to speak for or against the proposed 2019 Street and Other Improvements, Mayor Calvin closed the hearing at 7:57 p.m. and opened it up for discussion by the Council.

Council Member Schwantes offered a motion that the objection received from Barbara Weis, 1022 15th Street Southwest, residential property, was not well-founded and move forward with the proposed project. Council Member Nelsen seconded the motion which carried.

Council Member Schwantes offered a motion that the objection received from Doug Zondervan, 704 19th Avenue Southwest, residential property, was not well-founded and move forward with the proposed project. Council Member Alvarado seconded the motion which carried.

Council Member Schwantes offered a motion that the objection received from Earl Swenson, 720 15th Street Southwest, residential property, was not well-founded and move forward with the proposed project. Council Member Nelsen seconded the motion which carried.

Council Member Asmus offered a motion that the objection received from Oscar Oakes, 1300 Highway 12 Southeast, commercial property, was well-founded and the property owner should meet with staff and a recommendation be brought forward to a future Council meeting. Council Member Schwantes seconded the motion which carried.

Council Member Asmus offered a motion that the objection received from Carol Gilbertson, vacant commercial lot – no address, commercial property, was well-founded and the property owner should meet with staff and a recommendation be brought forward to a future Council meeting. Council Member Schwantes seconded the motion which carried.

Council Member Asmus offered a motion that the objection received from Manville and Darlene Estwick, 801 19th Avenue Southwest, residential property, was not well-founded and move forward with the proposed project. Council Member Nelsen seconded the motion which carried.

Council Member Schwantes offered a motion to refer the two commercial property objections to the July 1, 2019 Council meeting. Council Member Asmus seconded the motion which carried.

Resolution No. 19-084 Adopting the Assessment Roll for the 2019 Street and Other Improvements was introduced by Council Member Fagerlie. Council Member Nelsen seconded the motion, which carried on a roll call vote of Ayes 6, Noes 0.

Resolution No. 19-085 Awarding Project No. 1901-A to Duinick Inc. in the Amount of \$345,704.75 was introduced by Council Member Fagerlie. Council Member Alvarado seconded the motion, which carried on a roll call vote of Ayes 6, Noes 0.

Resolution No. 19-086 Awarding Project No. 1903-A to Duinick Inc. in the Amount of \$634,026.70 was introduced by Council Member Fagerlie. Council Member Asmus seconded the motion, which carried on a roll call vote of Ayes 6, Noes 0.

Resolution No. 19-087 Awarding Project No. 1903-B to Duinick Inc. in the Amount of \$544,110.55 was introduced by Council Member Alvarado. Council Member Nelsen seconded the motion, which carried on a roll call vote of Ayes 6, Noes 0.

Resolution No. 19-088 Awarding Project No. 1901-B to Duinick Inc. in the Amount of \$2,232,137.65 was introduced by Council Member Nelsen. Council Member Fagerlie seconded the motion, which carried on a roll call vote of Ayes 6, Noes 0.

At 8:17 p.m. Mayor Calvin opened the public hearing for an ordinance adopting a sales and use tax and a motor vehicle excise tax. Finance Director Steve Okins stated the Invest in Willmar group promoted and was successful in passing a \$30 million referendum to implement a local option sales tax of a one-half percent for the City of Willmar at the 2018 General Election, and was approved by the 2019 Legislature. Mr. Okins noted the original ordinance introduced had an old definition of retailer, and that has been changed in the revised ordinance presented tonight. Since this is a minor issue, there is no need to republish the revised proposed ordinance.

Barbara Weis, Willmar, addressed the Mayor and Council with concerns about the special projects proposed when road issues need to be addressed.

Oscar Oakes, Willmar, addressed the Mayor and Council with concerns that business customers will take their business to other communities that do not have an additional tax in place.

Anthony Amon, Willmar, addressed the Mayor and Council on behalf of the Invest in Willmar group and thanked them for their support and addressed concerns that residents might have regarding taxes.

There being no others to speak for or against the proposed ordinance, Mayor Calvin closed the public hearing at 8:28 p.m. and opened it up for discussion by the Council.

Council Member Nelsen offered a motion to change the definition of “retailer” in the proposed ordinance. Council Member Alvarado seconded the motion which carried.

Council Member Nelsen offered a motion to adopt, assign a number and order final publication of **Ordinance No. 1436 An Ordinance of the City of Willmar, Minnesota Adopting a Sales and Use Tax and a Motor Vehicle Excise Tax**. Council Member Alvarado seconded the motion, which carried on a roll call vote of Ayes 6, Noes 0.

Mayor Calvin recessed the meeting at 8:29 p.m.

At 8:38 p.m. Mayor Calvin reconvened the meeting.

At 8:38 p.m. Mayor Calvin opened the hearing for the Annual Stormwater Meeting. Environmental Specialist Sara Sietsema presented an update on the status of compliance with Municipal Separate Storm Sewer System (MS4) General Permit conditions. The primary goal of the MS4 General Permit is to improve water quality by reducing pollutants in stormwater discharges. One of the permit requirements is to facilitate public education and outreach in the community on reducing stormwater pollution.

There being no one to speak for or against the Annual Stormwater Meeting, Mayor Calvin closed the meeting at 8:53 p.m. and opened it up for discussion by Council. Following discussion, Council Member Schwantes offered a motion to receive the Annual Stormwater Report for MS4 Permitting as presented. Council Member Nelsen seconded the motion which carried.

Bakertilly representative Patricia Heminover presented information regarding the City Administrator hiring process. She stated she had met with several members of Council earlier today and will meet with staff members tomorrow for their input in the process. The process will take approximately four months. Ms. Heminover stated she will be giving periodic updates to the Council as we proceed forward.

The Public Works/Safety Report for June 5, 2019 was presented to the Mayor and Council by Council Member Asmus. There were six items for consideration.

Item No. 1 Staff brought forth, for information, the Police and Fire Department statistics for the month of May. This item was for information only.

Item No. 2 Staff brought forth, for approval, authority to submit an application for a surplus vehicle from the Federal government. The Police Department currently has a vehicle used as a command post and SWAT which is 20 years old and high miles. A Federal Property Representative notified us of never issued M-ATV 4x4 vehicles set for distribution at no cost. The M-ATV would provide several advantages to the agency such as its protective capabilities, ability to handle rough terrain such as flooded areas or snow, and execution of dangerous arrests or search warrants. It was the recommendation of the Committee to approve staff's recommendation.

Resolution No. 19-089 Authorization to Apply for a Surplus M-ATV 4x4 or Similar Vehicle for the Willmar Police Department was introduced by Council Member Asmus. Council Member Nelsen seconded the motion, which carried on a roll call vote of Ayes 6, Noes 0.

Item No. 3 Staff brought forth, for approval, Change Order No. 5 for the Civic Center Ice System Replacement project. The City contracted with Cornerstone of Willmar, Inc. for the replacement of the two ice plants at the Civic Center facility. Change Order No. 5 in the amount of \$7,211 resulted from required modifications to connect new transmission mains to Blue Line arena piping due to location of connections and existing subfloor heating headers. They also had to remove and replace the remainder of additional 610 square feet of resilient flooring in the Cardinal Arena to ensure flooring matches. It was the recommendation of the Committee to approve staff's recommendation.

Resolution No. 19-090 Accepting Change Order No. 5 for the Civic Center Ice System Replacement Project was introduced by Council Member Asmus. Council Member Nelsen seconded the motion, which carried on a roll call vote of Ayes 6, Noes 0.

Item No. 4 Staff brought forth, for approval, the Willmar Wye property, staging area and material use for the project from Hoffman Construction. The East portion of the old airport taxiway and service road to the old beacon area will be demolished and material used for the project. A portion will also be used for material storage such as pipe and equipment. The Committee discussed Hoffman purchasing approximately 11.5 acres of City-owned property in the southeast corner of County Road 55 and Highway 40 pending Planning Commission approval on June 19th.

It was the recommendation of the Committee to approve the City-owned land purchase from Hoffman contingent upon the approval of Planning Commission.

Council Member Asmus noted a correction be made to the Public Works/Safety minutes to reflect that the city would be selling the property to Hoffman, not purchasing it.

It was the recommendation of the Committee to allow Hoffman to use the old airport taxiway and beacon area material and restore it after the removal is complete.

It was the recommendation of the Committee to allow Hoffman to use the West old airport taxiway for material storage and removed before use of the area for winter snow storage by the City.

City Attorney Robert Scott advised the Mayor and Council of the legal process that would need to be followed before any final action could be taken.

Following a lengthy discussion, consensus of the Council was to take the above item, in its entirety, for information only and refer back to Public Works Director Sean Christensen, Public Works/Safety Chair Andrew Plowman, and Interim City Administrator Brian Gramentz for review and ensure the correct legal process is followed.

Item No. 5 Staff brought forth, for approval, consideration of bids for Project No. 1905. The project includes the path overlay at Swansson Field. It was originally constructed in 1999 and crack sealed in 2011. The low areas of the path show more cracking and portions are becoming uneven due to settling. Bids were opened for the project with two received. Duininck, Inc. was the low bidder in the amount of \$104,532.50. It was the recommendation of the Committee to approve staff's recommendation.

Resolution No. 19-091 Awarding Project No. 1905 to Duininck Inc. in the Amount of \$104,532.50 was introduced by Council Member Asmus. Council Member Nelsen seconded the motion, which carried on a roll call vote of Ayes 6, Noes 0.

Item No. 6 The Committee discussed the update of the south First Street waterline replacement, the Culvers pothole and stormwater project update. This item was for information only.

The Public Works/Safety Report of June 5, 2019, was approved, as amended, and ordered placed on file in the City Clerk's Office upon motion by Council Member Asmus. Council Member Nelsen seconded the motion.

Council Member Nelsen offered a friendly amendment to remove Item No. 4 in its entirety as the minutes do not reflect what actually happened at the meeting. Due to the lack of a second, Council Member Nelsen removed the friendly amendment.

The original motion then carried.

The Finance Committee Report for June 6, 2019 was presented to the Mayor and Council by Council Member Nelsen. There were four items for consideration.

Item No. 1 Airport Manager Eric Rudningen, was present to submit and explain the Maintenance and Operation Reimbursement Agreement with the State Department of Transportation, for the airport. The contract would be effective from July 1, 2019 thru June 30, 2021. The agreement also explains and limits the

amount of reimbursement to include 100% of telecommunication costs and 75% of all other eligible maintenance and operation costs not reimbursed by other sources. The State has \$56,337 obligated in each of its two fiscal years of 2020 and 2021, for a total of \$112, 674 for the life of the contract. It was also explained to the committee that the two years are the standard length of contracts issued. It was the recommendation of the Committee to introduce a resolution to the Council to authorize the Mayor and Administrator to sign the contract with MDOT as proposed.

Resolution No. 19-092 Authorizing Execution of Minnesota Department of Transportation Airport Maintenance and Operation Grant Contract was introduced by Council Member Nelsen. Councilman Fagerlie seconded the motion, which carried on a roll call vote of Ayes 6, Noes 0.

Item No. 2 The Committee reviewed the 2020 Budget Calendar as submitted. After little discussion it was the recommendation of the Committee to adopt the 2020 Budget Calendar.

Council Member Nelsen offered a motion to adopt the 2020 Budget Calendar as submitted. Council Member Fagerlie seconded the motion which carried.

Item No 3 The committee discussed a number of items including the Purchasing Policy, Tax Abatement/Tax Increment, and the Deferred/Suspense and Agriculture Assessments.

The purchasing policy discussion dealt with the possible increase in authorized spending limits to parallel state statute as it relates to the amounts required to obtain quotes or sealed bids. It was the feeling of the committee that due to the change of city staff and the amount of activity happening now and in the near future, further discussion and review of the policy should be delayed until a future date. This item was for information only.

The tax abatement and tax increment discussion addressed a better understanding of the difference between the two, and a method to educate the general public on those differences. Staff was then directed to ask the Planning and Development Department to install a section of explanation in their presentations and formulate a "Did you Know" section to be put on the city web site. This item was for information only.

Staff then explained the process involved with Deferred/Suspense and Agricultural Assessments. All agricultural assessments are basically within the City limits and deferred assessments are due to age or income and suspense assessments are for property outside the City limits on the fringe. This item was for information only,

Item No. 4 The committee reviewed the future meeting schedule. It was discussed that this will be available at all future meetings, so items discussed or requested can be added and the Council will be informed of when certain items are scheduled to be discussed. This item was for information only.

The Finance Committee Report of June 6, 2019, was approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Nelsen. Council Member Fagerlie seconded the motion, and carried.

The Labor Committee Report for June 10, 2019 was presented to the Mayor and Council by Council Member Alvarado. There were six items for consideration.

Item No. 1 There was a public comment by Mayor Marv Calvin stating he spoke with the City Attorney about being able to participate in the Committee discussions as long as he is not breaking a tie vote. He also expressed disappointment that Deputy Fire Chief item was included on the agenda as he did not want to fund any new positions in 2019 or 2020. He also expressed the Deputy Fire Chief was a position he requested when he was Fire Chief and had plans to put that position in the 2021 budget. He commented on the City Clerk item on our agenda and said we should consider re-posting the City Clerk position if we were going to increase the pay scale.

Item No. 2 Staff provided our Department Head's pay scales from the last four years as well as the results from the compensation study that was conducted on those positions in 2015. The changes recommended by Springsted were implemented in 2016 to bring the Department Head's pay scales in line with market rates. Springsted provided a recommendation for a City-wide pay structure that covers all positions which was reviewed in more detail. It shows that our Department Heads pay scales are still competitive with the market rate. Their study also shows that if we implemented new pay scales that incorporated the Employer Family Health Insurance Premium Contribution as well as the Employer HSA Contribution it would reduce all existing Department Head pay scales. Staff will be evaluating our pay equity compliance with Springsted over the next several weeks and incorporate that information into Springsted's presentation to Council on July 29. This item was for information only.

Item No. 3 Staff presented a request for a new Full-Time Deputy Fire Chief that included a proposed job description, justification for the position, and salary range. With increased population, commercial (and inspection) growth, emergency management protocol, increased Training and Public Education requirements, and the need for a full-time 'back-up' chief (rather than only available on-call) there is a growing need for a Full Time Deputy Fire Chief. It was requested that the Mayor, Fire Chief, current Administrator Holland, and Interim Administrator Gramentz schedule a meeting to discuss next steps and possible funding sources for the new position. This item was for information only.

Item No. 4 Staff presented a request to re-examine the City Clerk Job Description and pay scale. The Council approved job description from July of 2016 shows the position as non-exempt, pay range 7, and supervises the Receptionist at the City. However, the offer letter signed by Interim Administrator McGuire states that the position is exempt and in the Supervisor Unit (currently the Clerk is unrepresented). There are also several duties that were removed from the job description in 2016, however the current City Clerk continues to perform those duties so they should be added back in to the job description or assigned to another position. Whichever position those duties are assigned to, will require a change in the job description and re-scoring of the position. Staff will review other Cities job descriptions, pay ranges, and exemption statuses along with the former City Clerk's job description and bring those to the next Labor Meeting. This item was for information only.

Item No. 5 Staff presented the third section of the updated employee personnel policy obtained from the League of MN Cities. Text in black is League's recommended language and text in red is language pulled from our existing Personnel Policy. It was the recommendation of the Committee to adopt the third section of the new Personnel Policy.

Following discussion, Council Member Alvarado offered a motion to approve staff's recommendation. Council Member Davis seconded the motion which carried.

Item No. 6 Staff presented the fourth section of the updated employee personnel policy obtained from the League of MN Cities. At the League's recommendation, staff is utilizing their handbook template and customizing it to Willmar's policies and procedures. This item was for information only.

The Labor Committee Report of June 10, 2019, was approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Alvarado. Council Member Davis seconded the motion, and carried.

Airport Manager Eric Rudningen presented a request to accept and award the bid to Duininck, Inc. for the Airport Runway 13/31, Taxiway A, and West Taxilanes Pavement Maintenance project, contingent on the availability of funds. These were originally constructed in 2007. Since that time no substantial pavement rehabilitation has been completed. In order to preserve the pavement, crack repair and seal coating has been recommended. City staff along with Bolton & Menk met with FAA officials to review the project and request Federal discretionary funding for the project on November 20, 2018. He noted Council approved a resolution on December 17, 2018 to enter into work Order #2 with Bolton and Menk for a professional services contract for airport design, bidding, and construction administration services for the project. For the City to receive a federal grant for the project, a grant application needs to be submitted to MnDOT and the FAA by June 28, 2019.

Resolution No. 29-093 Authorizing Duininck Inc. for the Runway 13/31, Taxiway A, and West Taxilane Pavement Maintenance Project was introduced by Council Member Fagerlie. Council Member Schwantes seconded the motion, which carried on a roll call vote of Ayes 6, Noes 0.

Mayor Calvin stated the Council held a closed session on May 20, 2019 to discuss purchasing property on Block 25. He stated the Council wishes to make public that it did not authorize making an offer to purchase Block 25.

City Administrator offered the following comments: thanked his wife and family for their love and support during his time as City Administrator; thanked the Council and the community for the opportunity to serve and noted the community is very welcoming; thanked the employees and stated they are very loyal and dedicated to the community; thankful for the friendships in the community, especially his church members and Father Steve for the support they provided his family; Minnesota is a great state, he has travelled the entire state during his time here; thanked everyone for their prayers and support to him and his family during their tragedy; thank you and blessings to all and the City.

Mayor Calvin offered the following comments: thanked Mr. Holland for his years of service to the City, noting he lead under difficult situations and helped the Council refocus; thanked the Holland family for their sacrifice to work in Willmar; there will be a recognition event for Rice Hospice Volunteer of the Year at Rice Hospital from 4:00 p.m. – 5:30 p.m. on Friday; encouraged everyone to attend as many of the Willmar Fests activities as possible.

Council Member Fagerlie offered the following comments: annual youth baseball tournament that was held two weekends ago brought in 64 teams to our community and went very well; thanked Mr. Holland for his time in Willmar, and God bless.

Council Member Schwantes offered the following comments: see everyone at Willmar Fests; best wishes to Mr. Holland.

Council Member Davis offered the following comments: looking forward to the Willmar Fests parade which will be held Saturday, if anyone cannot attend the parade in person, it will be broadcast live on channel 181 or the parade will be live-streamed on the City website, and WRAC will also record many of the events taking place during the celebration; thanked Mr. Holland for his service and offered her blessings.

Council Member Alvarado offered the following comments: WRAC will record many of the events taking place during Willmar Fests; he has enjoyed working with Mr. Holland, his service to the country, his sense of humor, and he will be missed.

Council Member Asmus offered the following comments: thanked Mr. Holland for his years of service and his accomplishments during his time here; he will also be missed greatly by his church community; community center committee for the local option task force toured several area community centers – all great facilities and got several ideas from each one; looking forward to Willmar Fests.

Council Member Nelsen offered the following comments: thanked Mr. Holland for his service to the community.

Council Member Fagerlie offered a motion to adjourn the meeting with Council Member Schwantes seconding the motion which carried. The meeting adjourned at 10:00 p.m.

s/s Marv Calvin
MAYOR

Attest:

s/s Judy Thompson
SECRETARY TO THE COUNCIL

RESOLUTION NO. 19-084

**A RESOLUTION ADOPTING THE ASSESSMENT ROLL FOR
THE 2019 STREET AND OTHER IMPROVEMENTS.**

Motion By: Fagerlie Second By: Nelsen

WHEREAS, pursuant to notice duly given as required by law, the City Council has met, heard, and passed upon all objections to the proposed assessment for 2019 Street and Other Improvements, and has amended such proposed assessment as it deems just;

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Willmar, Minnesota, as follows:

1. Such proposed assessment, the sum of \$1,812,876.80, a copy of which is attached hereto and made a part hereof, is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein is hereby found to be benefited by the proposed improvement listed as Project 1901.
2. Such assessments shall be as follows:
 - A. The assessments shall be payable in equal annual installments extending over a period of ten (10) years, the first of said installments to be payable with general taxes for the year 2019, collectible with such taxes during the year 2020.
 - B. To the first installment shall be added interest at the rate of four and thirty hundredths (4.30) percent per annum on the entire principal amount of the assessment from the date of funding, approximately July 1, 2019, until December 31, 2020. To each subsequent installment, when due there shall be added interest for one year at said rate on the unpaid principal amount of the assessment.
 - C. The owner of any property so assessed may at any time prior to the certification of the assessment or the first installment thereof to the County Auditor (Treasurer), pay the whole of the principal amount of the assessment on such property with interest accrued to the date of payment to the City Clerk, except that no interest shall be charged if the entire assessment is paid by October 31, 2019, and such property owner may at any time prior to November 15 of any year pay to the City Clerk the entire principal amount.
3. The City Clerk shall forthwith transmit a certified duplicate copy of this assessment to the County Auditor to be extended on the tax list of the County.

Dated this 17th day of June, 2019

s/s Marv Calvin
MAYOR

ATTEST:

s/s Judy Thompson
CITY CLERK

RESOLUTION NO. 19-085

A RESOLUTION AWARDING PROJECT NO. 1901-A TO DUININCK INC. IN THE AMOUNT OF \$345,704.75.

Motion By: Fagerlie Second By: Alvarado

BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota, that the bid of Duininck, Inc. of Prinsburg, MN for Project No. 1901-A is accepted, and be it further resolved that the Mayor and City Administrator of the City of Willmar are hereby authorized to enter into an agreement with the bidder for the terms and consideration of the contract in the amount of \$345,704.75.

Dated this 17th day of June, 2019

s/s Marv Calvin
Mayor

Attest:

s/s Judy Thompson
City Clerk

RESOLUTION NO. 19-086

A RESOLUTION AWARDING PROJECT NO. 1903-A TO DUININCK INC. IN THE AMOUNT OF \$634,026.70.

Motion By: Fagerlie Second By: Asmus

BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota, that the bid of Duininck, Inc. of Prinsburg, MN for Project No. 1903-A is accepted, and be it further resolved that the Mayor and City Administrator of the City of Willmar are hereby authorized to enter into an agreement with the bidder for the terms and consideration of the contract in the amount of \$634,026.70.

Dated this 17th day of June, 2019

s/s Marv Calvin
Mayor

Attest:

s/s Judy Thompson
City Clerk

RESOLUTION NO. 19-087

A RESOLUTION AWARDING PROJECT NO. 1903-B TO DUININCK INC. IN THE AMOUNT OF \$544,110.55.

Motion By: Alvarado

Second By: Nelsen

BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota, that the bid of Duininck, Inc. of Prinsburg, MN for Project No. 1903-B is accepted, and be it further resolved that the Mayor and City Administrator of the City of Willmar are hereby authorized to enter into an agreement with the bidder for the terms and consideration of the contract in the amount of \$544,110.55.

Dated this 17th day of June, 2019

s/s Marv Calvin

Mayor

Attest:

s/s Judy Thompson

City Clerk

RESOLUTION NO. 19-088

A RESOLUTION AWARDING PROJECT NO. 1901-B TO DUININCK INC. IN THE AMOUNT OF \$2,232,137.65.

Motion By: Nelsen

Second By: Fagerlie

BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota, that the bid of Duininck, Inc. of Prinsburg, MN for Project No. 1901-B is accepted, and be it further resolved that the Mayor and City Administrator of the City of Willmar are hereby authorized to enter into an agreement with the bidder for the terms and consideration of the contract in the amount of \$2,232,137.65.

Dated this 17th day of June, 2019

s/s Marv Calvin

Mayor

Attest:

s/s Judy Thompson

City Clerk

RESOLUTION NO. 19-089

**AUTHORIZATION TO APPLY FOR A SURPLUS M-ATV 4X4 OR SIMILAR VEHICLE
FOR THE WILLMAR POLICE DEPARTMENT**

Motion By: Asmus

Second By: Nelsen

BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota, to support staff's submittal of an application with the Federal 1033 Program to acquire a surplus M-ATV 4x4 or similar armored vehicle.

Dated this 17th day of June, 2019

s/s Marv Calvin
MAYOR

Attest:

s/s Judy Thompson
CITY CLERK

RESOLUTION NO. 19-090

**A RESOLUTION ACCEPTING CHANGE ORDER NO. 5 FOR THE CIVIC CENTER ICE SYSTEM REPLACEMENT
PROJECT.**

Motion: Asmus

Second By: Nelsen

BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota, that the Mayor and City Administrator of the City of Willmar are hereby authorized to modify the contract for the Civic Center Ice System Replacement Project between the City of Willmar and Cornerstone of Willmar, Inc. of Willmar, Minnesota by Change Order No. 5 in the increased amount of \$7,211.00.

Dated this 17th day of June, 2019

s/s Marv Calvin
Mayor

Attest:

s/s Judy Thompson
City Clerk

RESOLUTION NO. 19-091

A RESOLUTION AWARDING PROJECT NO. 1905 TO DUININCK INC. IN THE AMOUNT OF \$104,532.50.

Motion By: Asmus

Second By: Nelsen

BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota, that the bid of Duininck, Inc. of Prinsburg, MN for Project No. 1905 is accepted, and be it further resolved that the Mayor and City Administrator of the City of Willmar are hereby authorized to enter into an agreement with the bidder for the terms and consideration of the contract in the amount of \$104,532.50.

Dated this 17th day of June, 2019

s/s Marv Calvin

Mayor

Attest:

s/s Judy Thompson

City Clerk

RESOLUTION NO. 19-092

**RESOLUTION AUTHORIZING EXECUTION OF
MINNESOTA DEPARTMENT OF TRANSPORTATION
AIRPORT MAINTENANCE AND OPERATION GRANT CONTRACT**

Motion By: Nelsen

Second By: Fagerlie

BE IT RESOLVED by the City Council of the City of Willmar that the State of Minnesota Contract Number 1033567 "Airport Maintenance and Operation Grant Contract," at the Willmar Municipal Airport is accepted.

The Mayor and City Administrator are authorized to execute this agreement and any amendments on behalf of the City of Willmar.

Dated this 17th day of June 2019

s/s Marv Calvin

MAYOR

Attest:

s/s Judy Thompson

CITY CLERK

RESOLUTION NO. 19-093

**RESOLUTION AUTHORIZING DUININCK INC. FOR THE RUNWAY 13/31, TAXIWAY A,
AND WEST TAXILANE PAVEMENT MAINTENANCE PROJECT**

Motion By: Fagerlie

Second By: Schwantes

BE IT RESOLVED by the City Council of the City of Willmar, a municipal corporation of the State of Minnesota, that the Mayor and City Administrator be authorized to accept a bid from Duininck Inc. for the amount of \$868,266.50 for construction services for the runway 13/31, taxiway A, and west taxi lanes pavement maintenance project, contingent on the availability of Federal funds.

Dated this 17th day of June, 2019.

s/s Marv Calvin
MAYOR

Attest:

s/s Judy Thompson
CITY CLERK